

## LETTER FROM THE LEAD AGENCY RESPONSIBLE FOR CONSTRUCTION OF THE RELATED TRANSPORTATION FACILITY (RTF)

*This letter plus CEQA summary documents for the RTF are required for each EEMP Application.*

**Instructions to the Lead Agency responsible for construction of the Related Transportation Facility (RTF):** The Environmental Enhancement and Mitigation Program (EEMP) awards up to \$10 million each fiscal year for grants to mitigate the environmental impacts of modified or new public transportation facilities. Please provide a letter describing construction of a new Transportation Facility or modification / enhancement of an existing Transportation Facility.

**Send this letter on Lead Agency stationery to the Applicant prior to the application due date of January 4, 2013** for inclusion in their application package.

Provide the following information about the Related Transportation Facility (RTF):

1. Describe the RTF construction or modification.
2. What is the location of the RTF?
3. When did the RTF construction or modification begin? When was it completed?
4. What type of California Environmental Quality Act (CEQA) clearance was required?
  - Notice of Exemption (NOE)
  - Notice of Determination (NOD)
  - Negative Declaration (Neg Dec)
  - Mitigated Negative Declaration (Mitigated Neg Dec)
  - Environmental Impact Report (EIR)
5. When was CEQA completed?
6. Was mitigation required? If so, please describe the required mitigation.
7. Have the environmental mitigation measures been started, or completed?
8. If the RTF is planned, what is the projected construction start date? What is the funding source for the RTF?

**IMPORTANT:** Attach a copy of the RTF Notice of Determination, Notice of Exemption, Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report **summary**, as applicable, to this letter.

Provide the following information about the proposed EEMP Project:

9. Name of the EEMP Project
10. Describe the relationship between the EEMP project and the required environmental mitigation for the RTF?
11. If Applicant is applying under **Mitigation Projects Beyond the Scope of the Lead Agency** (MP) Category, please provide a statement of concurrence explaining how the ability to effectuate the mitigation or enhancement measures are beyond the scope of the lead agency responsible for assessing the environmental impact of the proposed transportation improvement.
12. Is the proposed EEMP project compatible with the RTF? If not, does it interfere with the operation or safety? (If incompatible, please explain.)
13. Does the proposed EEMP project limit or interfere with planned or anticipated future improvements to the RTF? (If it interferes, please explain.)
14. Describe any concerns about the proposed EEMP project (e.g., design, safety, tree density, other.)
15. Was another EEMP project previously undertaken to mitigate the impact of this RTF? (If yes, please explain.)
16. Do you have any knowledge why the applicant wouldn't be able to complete this project?

**Please include:**      Signature of Transportation Agency Representative, Title,  
Name of Transportation Agency  
Contact information (address, phone, email)

**Note:** This letter is purely informational and does not indicate support for the proposed EEMP project. If the proposed EEMP project is on property owned by the Lead Agency, a separate letter of permission must be provided.